



# COMMONWEALTH OF KENTUCKY JOB CLASS SPECIFICATION

## COOK II

Job Number: 20000514

Job Code: 13100V151201

Job Group: 1300 - FOODS AND DIETETIC

Job Established: 06/16/1982

Job Revised: 12/01/2015

Grade: 09 Salary (MIN - MID):

\$11,224-\$14,869 - Hourly

\$1,823.90-\$2,416.22 - 37.5 Hr. Monthly Salary

\$1,945.50-\$2,577.30 - 40 Hr. Monthly Salary

Special Entrance Rate:

NONE

NONE

NONE

### PROBATIONARY PERIOD:

This job has an initial and promotional probationary period of 6 months. For additional information refer to: <http://www.lrc.ky.gov/kar/101/001/325.htm>.

**CHARACTERISTICS OF THE JOB:** *Characteristics of a job are general statements indicating the level of responsibility and discretion of positions in that job classification. These are not intended to be an exhaustive list.*

Coordinates the work of employees performing cooking, kitchen clean up and sanitation and other kitchen duties and personally performs cooking duties in an institution, facility, hospital or park; and performs other duties as required.

### MINIMUM REQUIREMENTS:

#### **EDUCATION:**

NONE

#### **EXPERIENCE:**

Must have three years of cooking experience in an institutional or large scale commercial setting.

#### **Substitute EDUCATION for EXPERIENCE:**

Vocational training in food services will substitute for the experience on a year-for-year basis.

#### **Substitute EXPERIENCE for EDUCATION:**

NONE

#### **SPECIAL REQUIREMENTS (AGE, LICENSURE, REGULATION, ETC.):**

NONE

**EXAMPLES OF DUTIES OR RESPONSIBILITIES OF THE JOB CLASSIFICATION:** *Examples of duties or responsibilities are not to be construed as describing what the duties or responsibilities of any position shall be and are not to be construed as limiting the appointing authority's ability to assign, or otherwise alter the duties and responsibilities of a position. This is not intended to be an exhaustive list.*

Coordinates the work of employees performing a variety of kitchen duties such as cooking, baking, sanitation, washing pots and pans, etc. Bakes, roasts, broils and fries meat, fish and fowl. Mixes and cooks specialty dishes, delicate foods and therapeutic diets. Seasons food by taste test and recipe. Maintains records of food used and supply on hand. Figures food cost and records on a daily food cost sheet. Cleans and sanitizes work area. Insures proper storage of food.

**UNIQUE PHYSICAL REQUIREMENTS:**

Work typically involves some lifting. May risk burns and cuts.

**TYPICAL WORKING CONDITIONS:** *Incumbents in the job will typically perform their job duties under these conditions.*

**ADDITIONAL REQUIREMENTS:**

Upon appointment, employees in this class may be required to maintain a valid driver's license and required to drive a licensed vehicle. This status may be necessary for the length of time in this class. If this is necessary it will be listed in the specific position description for that position. Applicants and employees in this job title may be required to submit to a drug screening test and background check. Applicants and employees in positions which perform job duties that may require contact with offenders in the custody or supervision of the Department of Corrections or with youth in the care, custody, or supervision of the Department of Juvenile Justice must meet qualifications pursuant to the federal Prison Rape Elimination Act, 28 C.F.R.115.17 and 115.317.

*THE COMMONWEALTH OF KENTUCKY DOES NOT DISCRIMINATE ON THE BASIS OF RACE, COLOR, RELIGION, SEX, NATIONAL ORIGIN, SEXUAL ORIENTATION OR GENDER IDENTITY, ANCESTRY, AGE, DISABILITY, POLITICAL AFFILIATION, GENETIC INFORMATION OR VETERAN STATUS IN ACCORDANCE WITH STATE AND FEDERAL LAWS.*